

The present document in English is to be considered as a mere courtesy copy of the official call. The text in Italian is the official text of the call for all legal intents and purposes and, in the event of non-conformity with the present document, it shall prevail

REGULATIONS AND RULES GOVERNING FIXED-TERM TECHNOLOGISTS PURSUANT TO ART. 24-BIS OF LAW NO. 240 OF 30.12.2010

Art. 1

Purpose

Within the framework of available resources and planning, in order to strengthen research activities, including in the implementation of research projects funded by the European Union and other public and private bodies and organizations, the University, for the purpose of carrying out technical and administrative support activities for research, may enter into fixed-term subordinate employment contracts with individuals holding at least a university degree and, where appropriate, a specific professional qualification related to the type of activity envisaged.

Art. 2 Nature of the employment relationship

The contracts have a minimum duration of 18 months and may be renewed only once for a maximum of an additional three years. In any case, their total duration may not exceed five years. The applicable provisions regarding fixed-term subordinate employment remain unchanged. All costs arising from the establishment of the technologist position shall be charged to the funds relating to the research project, also on the basis of specific agreements for external funding.

Art. 2 bis

Remuneration

Level I technologists are entitled to gross annual remuneration corresponding to category EP of the current National Collective Labour Agreement (CCNL) for the University and Research sector, payable in thirteen instalments. The Department Council, within the financial availability of individual research projects, may determine which salary level to assign, between EP1 and EP3, at the time of establishing the position.

Level II technologists are entitled to gross annual remuneration corresponding to category D of the current CCNL, payable in thirteen instalments. The Department Council may determine which salary level to assign, between D3 and D7, at the time of establishing the position.

In addition to the above, a variable supplementary remuneration between 15% and 25% shall be added, determined in advance by the Department Council. The actual amount will be quantified annually based on the evaluation carried out by the Director, taking into account the objectives achieved and available resources.

The total cost of the contract, including all remuneration and any additional costs, shall be borne by the research project funds.

The amounts indicated in this article may be modified in accordance with national regulations by resolution of the University Board of Directors.

Art. 3

Requirements for the request of the position

The initiation of recruitment procedures shall be proposed by the Department or Research Centre (to which the Technical, Administrative and Library Staff (PTA) position is assigned) interested in the establishment of the technologist position, through a specific resolution, or by the Administrative Areas through a specific administrative determination. The proposals must:

- specify the research programme under which the position will be activated;
- approve the work programme for which the technologist will provide support;
- identify the necessary resources, specifying remuneration in compliance with Art. 24-bis, paragraph 4 of Law 240/2010, including the category, salary level, and supplementary salary quota.

The resolution or decision, together with the research project, shall be submitted for approval to the Board of Directors.

Art. 4

Beneficiaries

The recruitment of fixed-term technologists takes place following the carrying out of selection procedures, based on qualifications and examinations, which ensure the publicity of the acts. The call, drafted in Italian and in English, is published on the university website and on those of MIUR and of the European Union.

The following subjects may participate in the aforesaid procedures for the filling of technologist positions, without limitations with regard to citizenship, who are in possession of the following qualifications:

- qualification of study specified in the call which cannot be lower than a degree or equivalent qualification;
- particular professional qualification in relation to the type of activity envisaged.

Art. 5

Selection call

The call must contain detailed information on the specific functions, the rights and the duties and the economic treatment, as well as on the qualification requirements requested and on the methods of evaluation of the applications.

In particular, in the call will be indicated:

- the description of the research programme within which the technologist will provide the technical and administrative support as well as detailed information on the specific functions to be carried out;
- the duration of the fixed-term subordinate employment contract and the economic treatment;
- the qualifications and the other requirements of qualification for admission and subject to evaluation;
- the type of contract: whether full-time or part-time and, in the latter case, the percentage of engagement;
- the deadlines for the submission of the participation applications and the documents that must be submitted by the candidates;
- the person responsible for the procedure;
- the economic treatment according to the type of Category and economic position referred to in Art. 3;
- the payment of the contribution of Euro 25 for participation in the public selection.

The requirements indicated in the call must be possessed on the date of expiry of the deadline for the submission of participation applications.

The date, the time and the place of the performance of the test will be defined in the call or notified to the candidate not less than fifteen days before the performance.

Exclusion from the procedure is ordered with a reasoned decision of the Director General and notified to the interested party. Pursuant to Art. 18 paragraph 1, letters b) and c) of Law 240/2010, in any case, those who have a degree of kinship or affinity up to the fourth degree inclusive, or marriage, with a professor belonging to the Department, with the Rector or the Director General or a member of the Board of Directors of the University or with a member of the Selection Committee are excluded from the selection procedure.

Art. 6

Selection Committee

With a decision of the General Director, a Selection Committee is appointed composed of three members of whom at least one of female gender, chosen among professors or experts of proven competence in the subjects of the research project, also external to the University, on proposal of the proposing structures referred to in Art. 3. The members must not be in the situations of incompatibility provided for by Art. 35, paragraph 3, letter e) of Legislative Decree 165/2001.

Any applications for recusal of the committee members by candidates, where the conditions provided for by Arts. 51 and 52 of the Code of Civil Procedure occur, must be submitted to the Rector of the University within the term of thirty days starting from the day following that of the publication of the decree of appointment of the committee on the institutional website of the University.

If the cause of recusal has arisen subsequently, provided that it is prior to the date of establishment of the committee, the term runs from its occurrence.

After this term and, in any case, after the establishment of the Committee, applications for recusal of the Committee members are not admitted.

Art.7

The selection procedure and stipulation of the contract

The Selection Committee pre-determines the criteria of evaluation of the candidates on the basis of what is indicated in the call. The criteria are published on the University website for five days.

The Selection Committee has at its disposal 100 points, divided as follows:

- 30 points to the written test
- 30 points to the oral test
- 40 points to the qualifications (of which up to 20 points for educational qualifications and up to 20 points for particular cultural and professional qualification)

The qualifications used as an access requirement cannot fall within the categories of qualifications that can be evaluated.

Possession of the qualifications must be duly documented by means of self-certification or certification attached to the application for participation in the competition.

The evaluation of the qualifications will be carried out after the performance of the written test and before its correction.

Candidates who have obtained, in the written test, a score of at least 21/30 are admitted to the interview.

The oral test will be considered as passed if the candidates achieve a score of at least 21/30.

At the end of the session dedicated to the interview, the Examining Committee draws up the list of candidates examined, with the indication of the mark obtained by each in the interview. Said list, signed by the President and by the secretary of the Committee, is posted at the venue where the interview takes place.

The overall score will result from the sum of the scores obtained in the examination tests and in the evaluation of the qualifications.

At the end of the works, the Committee prepares the ranking of the participants and indicates the subject suitable for the stipulation of the contract.

The results of the selection, approved with a decision of the Director General, are published on the University website and on that of MIUR.

Art. 8

Preference in case of equal merit

The competitors who have passed the oral test must send, within the peremptory term of fifteen days starting from the day on which they have taken the oral test, the documents attesting the possession of any titles of preference and/or precedence, in case of equal evaluation, already indicated in the application, from which it also results that the requirement was possessed on the date of expiry of the deadline for the submission of the application for admission to the selection pursuant to Art. 5, paragraph 4 of DPR 487/94.

Art. 9

Early termination of the employment relationship

Each of the contracting parties may withdraw from the contract before the expiry of the term, if a cause occurs which, pursuant to Art. 2119 of the Civil Code, does not allow the continuation, even temporarily, of the relationship.

Art.10

Final provisions

For aspects not governed by this regulation, the discipline provided for by the Civil Code, the CCNL of the University sector, and the other provisions in force regarding fixed-term subordinate employment in public administrations applies, insofar as compatible.

Pursuant to Art. 24-bis paragraph 5, the contracts governed in this regulation do not give rise to rights with regard to access to the roles of academic or technical-administrative staff of universities. In no case may the employment relationship exceed the limits of law, nor be transformed into open-ended. The economic treatment referred to in Art. 3 is all-inclusive.

Art. 11

Entry into force

This regulation is issued by decree of the Rector and enters into force from the date of publication on the university website.